

## ■ WORKING CONDITIONS

Recreation Aide  
Recreation Leader I and II

These positions work between 10 – 30 hours per week and are assigned to a variety of recreational facilities.

Candidates must be available and willing to work weekdays, afternoons, and evenings and all day Saturdays, Sundays and holidays.

During summer, assignments may include day and evening schedules.

Recreation Specialist

This part-time position works between 10 – 30 hours per week and are generally scheduled to work in the afternoons, nights, and/or weekends. Positions assigned to the senior fitness center and/or senior information and referral areas are scheduled to work mid-morning to mid-afternoon hours.

Lifeguard I and II

These positions work between 10-30 hours per week.

Tiny Tot Aide  
Tiny Tot Specialist  
Gymnastics Specialist

This entry-level position generally works up to 20 hours per week.



## ■ APPLICATION PROCESS

Applicants must submit an official City application and **Supplemental Application Form** to:

*City Of Chula Vista  
Human Resources Department  
276 Fourth Avenue  
Chula Vista CA 91910*

Candidates whose applications indicate education and/or experience most directly related to the position will be invited to participate in the selection process.

All notifications will be sent via standard US mail.

These recruitments will remain open on a continuous basis. All applications for these positions will be maintained for a period of one year.

Applicants seeking additional information regarding these positions should contact the Human Resources Department at (619) 691-5096.

Applications may be downloaded from our website [www.chulavistaca.gov](http://www.chulavistaca.gov).

*Assigned Analyst:  
Cleve Jacobs (619) 585-5743  
cjacobs@ci.chula-vista.ca.us*

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Part-time/temporary employees participate in the Public Agency Retirement System (PARS). This is in lieu of PERS or Social Security (although employees do contribute to Medicare). The City and the employee each contribute 3.75% of the employee's salary to PARS.

### PRE-PLACEMENT PHYSICAL

Employment is contingent upon successful completion of a pre-placement medical exam that may include a drug screen.

### SMOKING POLICY

The City of Chula Vista has a policy that prohibits smoking in all City buildings and vehicles.

### AMERICANS WITH DISABILITIES ACT (ADA)

The City of Chula Vista will provide reasonable accommodation in the examination process when requested by a qualified applicant at least one week prior to the exam. To request reasonable accommodation contact the Human Resources Department.

### EMPLOYMENT ELIGIBILITY VERIFICATION

The successful applicant will be asked to show proof of citizenship or provide documentation that gives the individual the legal right to work in the United States.

The provisions of this bulletin do not constitute an expressed or implied contract and they may be modified or revoked without notice.



announces  
JOB  
OPPORTUNITIES  
IN RECREATION  
Recruitment # 06761107

Recreation Aide  
Recreation Leader I  
Recreation Leader II  
Recreation Specialist  
Lifeguard I  
Lifeguard II  
Gymnastics Specialist  
Tiny Tot Aide  
Tiny Tot Specialist

Published: 06/30/2006

**FILING DEADLINE:**  
5 pm Friday, December 22, 2006



## JOBS IN RECREATION (Unclassified/Hourly Positions)

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### ■ RECREATION AIDE

**\$8.91 - \$10.83 hourly**

Assist with various recreational activities at a variety of City recreational facilities, which may include community centers, swimming pools, playgrounds, ball fields and gymnasiums. Duties include, but are not limited to the following: check out equipment; advise patrons of regulations on the use of facilities; maintain supplies; assist in the operation and maintenance of a recreational area; and perform other duties as assigned.

**Minimum Qualifications:** Completion of tenth grade and at least 15 ½ years old at time of application. Students under 18 years old who attend high school must acquire a valid work permit issued by the local board of education/school district while school is in session.

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### ■ RECREATION LEADER I

**\$10.21 - \$12.41 hourly**

Organize, coordinate and lead various recreational activities at a variety of City recreational facilities.

**Minimum Qualifications:** Combination of one-year experience working with youths/adults in a structured recreation program and completion of 12<sup>th</sup> grade supplemented by 30 college units.

**License/Certificate:** American Red Cross Certification in First Aid and CPR must be attained within 90 days of hire.

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### ■ RECREATION LEADER II

**\$11.73 - \$14.26 hourly**

Organize, coordinate and lead structured recreational activities either for youths at participating middle schools sites or for therapeutic/inclusion program participants at a variety of City recreational facilities.

**Minimum Qualifications:** Combination of one-year experience working with youths/adults in a structured recreation program and completion of 12<sup>th</sup> grade supplemented by 30 college units. Previous experience as a

Recreation Aide is desirable.

**License/Certificate:** American Red Cross Certification in First Aid and CPR must be attained within 90 days of hire.

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### ■ RECREATION SPECIALIST

**\$14.09 - \$17.12 hourly**

Organize and supervise recreation facility classes, fitness centers, senior information, mobile recreation programs; and performs related work as required.

**Minimum Qualifications:** Completion of 12th grade supplemented by 30 units from an accredited college or university AND two years experience in specialized area applicable to a municipal recreation program. Experience in coaching, arts and crafts, cheer, dance, tutoring, working with children or seniors, sports and fitness programs are highly desirable.

Must obtain First Aid/CPR certification within 90 days of hire. Possession of American Council on Exercise certificate is highly desirable for position that is assigned to the fitness center at Normal Park Senior Center.

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### ■ LIFEGUARD I

**\$12.90 - \$15.68 hourly**

Performs rescues, administers First Aid, prevents accidents, enforces regulations at City pools, and may assist with instructional swimming programs.

**Minimum Qualifications:** Must be 16 years of age at time of application. Possession of current American Red Cross certification cards for Cardio-Pulmonary Resuscitation (CPR) for the Professional Rescuer (or American Heart Association Basic Lifesaving Certificate), Community First Aid and Safety, and Lifeguard Training.

**Desirable Certification:** American Red Cross First Aid for Public Safety Personnel.

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### ■ LIFEGUARD II

**\$14.19 - \$17.24 hourly**

Supervises the activities of swimmers in and around a pool; provides first aid; rescues persons in distress or danger of drowning; and performs other duties as required.

**Minimum Qualifications:** Must be 16 years of age at time of application. Possession of current American Red Cross certification cards for Cardio-Pulmonary Resuscitation (CPR), First Aid Public Safety Personnel, Lifeguard Training and Water Safety Instructor.

**Copies of all certificates (front and back) MUST be attached to be considered for all Lifeguard positions. Must be kept current during employment.**

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### ■ GYMNASTICS SPECIALIST

**\$14.09 - \$17.12 hourly**

Organize, promote, supervise and instruct various tumbling and gymnastics classes for boys and girls four years of age or older; teaches fundamental skills in an age-appropriate progression with an emphasis on safety and supervises the activities of Gymnastic Aides and performs other duties as assigned.

**Minimum Qualifications:** Two-years of part-time experience teaching or assisting with organized group tumbling and/or gymnastic classes in a municipal, non-profit, or commercial setting. Any combination equivalent to education and/or experience in closely related fields may be substituted for actual instructional experience.

**License:** Possession of Red Cross certification in First Aid and CPR.

Prior experience as a gymnast is highly desirable.

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### ■ TINY TOT AIDE

**\$11.73 - \$14.26 hourly**

Assist in the development and implementation of age-appropriate activities such as storytelling, arts and crafts, music, games, and other activities.

**Minimum Qualifications:** Completion of 12th grade supplemented by 30 units in child development or a closely related field from an accredited college or university AND one year experience assisting with organized group activities for children 3-5 years of age in a municipal, non-profit, or commercial setting.

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### ■ TINY TOT SPECIALIST

**\$14.09 - \$17.12 hourly**

Plan and carry out educational programs to help prepare children for kindergarten. May supervise and train Tiny Tot Aides; plan and organize a comprehensive activity program for children 3-5 years of age; develop curriculum that will foster learning, motor development, socialization and positive self-esteem.

**Minimum Qualifications:** Completion of 12th grade supplemented by 30 units in child development or a closely related field from an accredited college or university AND two years part-time or full-time teaching or assisting with organized group activities for children 3-5 years of age in a municipal, non-profit, or commercial setting.

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